Instructor Name:_____

Seal Beach Community Services Department
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Contractor Worksheet for Classes
Winter 2014

Worksheet due by Monday, August 26, 2013

Session Class Dates include: December 2, 2013 – March 9, 2014

Please list all classes and sessions with the following information below and highlight all changes. For NEW classes attach a description. Please indicate special closure dates and dates that you as an instructor will not be teaching. The Community Services Department has the right to adjust information as it deems necessary. **All instructors must complete this form for proposals to be considered for the winter quarter.**

☐ I am not interested in teaching during the winter quarter.

Class Name:	Facility:	Course Number: (Office Use Only)
Number of Weeks:	Day(s) of the Week:	Times:
Start Date:	End Date:	No Classes Scheduled:
Ages:	Fee:	Material Fee:
Min. # of Students:	Max of Students:	Date to stop taking online Registration:

Class Name:	Facility:	Course Number: (Office Use Only)
Number of Weeks:	Day(s) of the Week:	Times:
Start Date:	End Date:	No Classes Scheduled:
Ages:	Fee:	Material Fee:
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